Reputation and Choice

Reputation is the image or view in which a person is commonly held. It reflects your ethical and moral principles. Most people think that a good reputation is needed for success in any job. Therefore, it is an important personal asset that you can acquire.

A good reputation is a valuable asset. It takes time, effort, and discipline to develop and protect. A bad reputation can be achieved in a very short time. And it can last a long time. It can result from just one mistake. It can be a heavy burden to carry throughout life.

Realize that you can develop and protect the reputation you want. You have many choices to make. Some can destroy and some can enhance the image you want to project. The choices are hard, but honesty, loyalty, and dedication are most often involved.

Learning about People

Many aspects of a job present challenges to those who try to do their best. One of the biggest challenges most workers face is being able to relate well with others. Workers usually have daily dealings with bosses, peers, and subordinates. Also, workers usually talk with others on the phone and with visitors.

Learning all they can about their company is important for workers. Learning about the people with whom they work is often just as important. Often new workers can depend on experienced workers for information. This information can help them learn about the company and its workers.

Business Ethics

Ethics isa popular topic today. Many businesses that had written codes for ethical practice years ago had set them aside. These businesses are now going back to their codes.

A code of ethics conveys a company’s values and standards. A business isethical to the extent that each person in the company agrees with and applies the values and standards. Ethics involve how workers treat each other. Ethics also deals with how customers and the general public are treated. Ethics should be more than a list of dos and don’ts. Also, the ethics must apply to everyone in the business.

Every job has an ethical aspect, and every person has values. When a person’s values are in line with the employer’s, the situation is generally good for both. If either of them likes to “take shortcuts” or “look the other way,” an unethical practice is likely to result.